

COSTA MESA FIRE DEPARTMENT
COMMUNITY EDUCATION SERVICE REQUEST

*****FIRE DEPARTMENT USE ONLY*****

Received date: _____

EVENT DATE: _____

LOCATION: _____

SHIFT: A B C ASSIGNED UNIT(s): _____

Special Instructions: _____

Materials provided: _____ Delivered: _____

B.C. Approval: _____ Entered on Master Calendar: _____

Please return form to Prevention Office

Station Captain Comments:

Attendance:

Requestor - Please complete the following information:

Date Requested: _____ Alternate Date: _____ Time: _____ to _____
(Please allow 2 weeks notice prior to the event so that we may better accommodate your request.)

Organization: _____

Contact Person: _____

Phone: _____ Best time to call: _____

Activity or program requested: _____

Number of participants: _____ Age Group _____

FAX FORM: (714) 327-7408 Attn: Fire Protection Specialist Brenda Emrick or mail, City of Costa Mesa, Fire Prevention Bureau, 2803 Royal Palm Drive, Costa Mesa, CA 92626. If you have questions regarding a community event or program, please contact the Fire Prevention office at (714) 327-7406.

TWO WEEKS ADVANCED NOTICE WILL BE GREATLY APPRECIATED!